

**Memorandum of Understanding  
Between the General Services Administration  
And the National Federation of Federal Employees (NFFE)  
Presidential Transition Team**

The General Services Administration ("GSA" or "the Agency") and the National Federation of Federal Employees ("NFFE" or "the Union"), together "the Parties", enter into this Memorandum of Understanding regarding the Presidential Transition Team (PTT).

GSA agrees to the following:

1. Employees who are affected by PTT occupancy will be provided with work space comparable to what they have currently.
2. Union office space, equipment, and amenities will be located in G floor, Wing 3 (south end of building) and will be at least comparable to what NFFE currently has in Central Office (see attached). GSA will work with the Union to move existing property (e.g., copier, files) and provide 1800 F standard furniture to accommodate the new office layout
3. NFFE to participate on Change Champion team.
4. Travel, accommodations, and per diem for one person to attend at least 3 Change Champion meetings at 1800 F.
5. At the conclusion of the PTT, Union to be given opportunity to return to previously occupied Union space on the first floor in wing 1.

This Memorandum of Understanding will be enforceable on a national basis by the parties, using the negotiated grievance and arbitration processes in the current CBA, should either Party allege a breach. This Memorandum of Understanding does not change or supersede any previous agreements, or portions of previous agreements, except to the extent expressly stated in this Memorandum of Understanding. This Memorandum of Understanding will become effective upon signature by authorized representatives of both parties.

For NFFE:

**(b) (6)**

Rakaia Jackson

NFFE GSA Council President

Date

For GSA:

**(b) (6)**

Antonia Harris

Chief Human Capital Officer

Office of Human Resources Management

GSA

Date

2/19/2016